
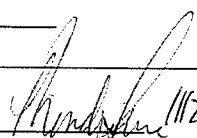


**SWMBH Operating Policy 12.5**

<b>Subject:</b> Discharge Planning and Follow Up		<b>Accountability:</b> Utilization Management & SAPT	<b>Effective Date:</b> 3/20/14	Pages: 2
<b>REQUIRED BY:</b> BBA Section _____ PIHP Contract Section _____ NCQA/URAC Standard _____ SA SARF _____ Other Michigan Mental Health Code 330.1712			Last Reviewed Date: 9/6/16	Past Reviewed Dates: 5/22/15
<b>LINE OF BUSINESS:</b> <input checked="" type="checkbox"/> Specialty Waiver (B/C) <input checked="" type="checkbox"/> I Waiver <input checked="" type="checkbox"/> Healthy Michigan Plan <input type="checkbox"/> MI Health link <input checked="" type="checkbox"/> SUD Medicaid <input checked="" type="checkbox"/> SUD CA Block Grant <input type="checkbox"/> OTHER: _____	<b>APPLICATION:</b> <input checked="" type="checkbox"/> SWMBH Staff and OpS <input checked="" type="checkbox"/> Participant CMHSPs <input checked="" type="checkbox"/> SUD Providers <input checked="" type="checkbox"/> MH / DD providers <input checked="" type="checkbox"/> DD providers <input type="checkbox"/> Other: _____		Last Revised Date: 9/6/16	Past Revised Dates: 5/22/15
Approved:  11-2-16  11/2/16		Required Reviewer: Director of UM & ME Director of SATP		
Date: _____				

**I. Purpose**

Discharge Planning is considered an integral part of treatment, particularly in higher/short-term levels of care. Consideration of the continuum of care and long-term recovery needs of the customer will be considered at every step of treatment planning. Discharge Planning and Follow Up intends to improve the quality of care, improve outcomes and control costs by assuring plan coordination in which primary and specialty mental health, substance use disorder and health providers inform each other regarding their treatment of an individual and collaboration regarding the needs of the patient/individual and acting together to develop an integrated health aftercare plan and implement ongoing aftercare in a manner that eliminates barriers to and duplication of services.

**II. Policy**

It shall be the policy of Southwest Michigan Behavioral Health (SWMBH) to provide/assure that Discharge Planning and follow up services meet the contractual and regulatory requirements of the Michigan Department of Health and Human Services (MDHHS) contract and Center for Medicare and Medicaid Services (CMS) Code of Federal Regulations (CFR) and the Public Health Code and advance the recovery and/or independence of SWMBH customers. This will be accomplished by establishing collaborative, planning relationships among Community Mental Health Service Providers (CMHSP), behavioral health, substance use disorder and medical health care providers.

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### III. Standards and Guidelines

- A. Discharge Planning will occur according to identified Best Practice Guidelines, the Medicaid Provider Manual, SWMBH policy and participant CMHSP and provider organization's admission and discharge criteria/policy.
- B. SWMBH will review discharge plans of all customers receiving short term/long term Substance Use Disorder residential services and will ensure that appropriate follow-up care is arranged for customers being discharged from those services.
- C. SWMBH contracted providers, CMHSP's and their provider networks will ensure that all customers receiving mental health services and any substance use outpatient services are discharged appropriately from their care.
- D. Aftercare services are incorporated into the treatment plan by the treating provider at the onset of treatment. Other identified needs (i.e. mental health, substance use, physical health, etc.) may be addressed concurrently or incorporated into discharge planning and referral process. With the customer's approval, appointments will be scheduled for further treatment as it relates to these identified needs. Follow up substance abuse services will be obtained no more than 7 days after discharge from a detox/residential facility. For a person hospitalized for less than 7 days, a preliminary treatment plan will be developed prior to discharge.
- E. To assure integrated health care planning, notification of a service discharge will be provided to all relevant participants of the Person-Centered /Treatment Planning process and the primary care physician as sharing of information is allowed. (Note: as we incorporate more community members into the planning circle, there is often a large group of participants. Should be minimally all service providers.)
- F. Notification of service transition/discharge provided to customers will comply with the applicable SWMBH Grievance and Appeals policy and contractual and regulatory mandates.
- G. SWMBH is concerned with customer satisfaction as it relates to services rendered by SWMBH and its contracted providers. SWMBH will elicit feedback via Member Service as well as satisfaction surveys as necessary.

### IV. Definitions

None

### V. References

Michigan Mental Health Code

Medicaid Provider Manual, Behavioral Health and Intellectual and Developmental Disability Supports and Services

MDHHS/PIHP Managed Specialty Supports and Services Contract

### VI. Attachments

None

**Note:** This policy covers both Clinical Practices and Substance Abuse Treatment and Prevention